

**FREE PUBLIC LIBRARY OF THE BOROUGH OF MADISON
THURSDAY, September 14, 2023**

7:30 PM

Present: Thomas Binting, David Luber, Louise Easton, Kate Bartley, JoAnne McCarthy, Joseph Riopel, Maureen Byrne, Christopher Paradiso (ZOOM), Marilyn Favreau, Library Director and Mary Fevola, Finance and Administration Manager

Absent: James Schessler

Guest: Corinne Bowen, Supervisor Circulation and ILL (Zoom)

Mr. Binting called the meeting to order at 7:30 PM. Ms. Easton announced in compliance with the "Open Public Meetings Act," proper notice of this meeting and all Library Board meetings for the year 2023 was made. Notice was further posted and mailed on September 8, 2023 notifying the public that the meeting of the Library Board of Trustees scheduled for September 14, 2023 will be held in person beginning at 7:30 pm in the Chase Auditorium with the option of electronic participation using the published Zoom link.

The minutes of the July 13, 2023 and August 16, 2023 Meetings of the Board were presented for consent. Upon motion of Ms. Byrne and seconded by Ms. Bartley, the Board unanimously accepted the minutes as distributed.

PRESIDENT'S REPORT

Mr. Binting thanked Mrs. Favreau for working tirelessly to submit the permit for the trailers and prepare for the upcoming construction project. Mrs. Favreau will provide an update of the project in her report

TREASURER'S REPORT

Mr. Luber reviewed the August and September 2023 Bill Lists.

Upon motion of Ms. Easton and seconded by Ms. Byrne, the Board unanimously

"Resolved to approved the August Bill List in the amount of \$38,877.64"

Upon motion of Mr. Riopel and seconded by Ms. McCarthy, the Board unanimously

"Resolved to approved the August Bill List in the amount of \$48,413.62"

Mr. Luber reviewed the Library's financial reports for the period ended August 31, 2023 and noted construction expenses are now reflected below the ordinary net income section of the profit and loss statement.

Mr. Binting complimented Library staff for their prudent spending allowing budget funds to be set aside for construction and also noted the savings realized by being a member of the Main.

DIRECTOR'S REPORT

Mrs. Favreau reviewed her monthly report. The Library is returning to pre-pandemic status. Summer Reading participation for both adult and youth patrons exceeded pre-pandemic attendance. Foot traffic continued to increase and is about 20% below pre-COVID. Discovery, Read-a-longs and Museum Passes continue to have strong circulation. Adult and youth Grab and go kits remain popular. Healthy circulation statistics in both digital and non-digital were reported. Outreach to Drew University, Sunrise and Pine Acres continues and is very much appreciated by the recipients. Kanopy and Hoopla continue to break their previous circulation records. These robust figures support remaining open during construction to provide continued service to the community.

Mrs. Favreau advised Mrs. Infantino, Youth Services Library Assistant retires this month. Next week is her final week in the Library. The Board was invited to visit and wish her well.

An agreement, drafted by our attorney, between the Borough and the Library for payments the Borough will be making for the construction project has been finalized. The Borough preferred handling the grant payments through their Edmunds system so the Library will forward grant funds received as well as the Library's financial portion of the project to the Borough. Once the permit for the trailer is finalized, the trailer can be delivered and the Library will move some services into the Chase Room with administrative staff in the trailer. Asbestos abatement in the Library can then take place and the approved contractor, Daskal LLC, can begin. All contractor services must be authorized by the Library's architect, Arcari & Iovino. Mid to late October is the target move date.

The family of Peg Byrd, a Madison resident and local artist who passed away last year, has donated several paintings to the Library which will be hung in the new conference room.

BUILDING & GROUNDS COMMITTEE

The Board was directed to the distributed Buildings and Grounds report. A map of the swale was included and indicates the plantings the Rotary of Madison will be contributing to the Library. The Board thanked the Rotary of Madison; Mrs. Favreau will send a formal note.

PERSONNEL COMMITTEE

Ms. Bartley reported on behalf of Mr. Schessler. Two candidates were identified to fill the open positions approved at the July Board Meeting.

Upon motion of Mr. Riopel and seconded by Ms. McCarthy, the Board unanimously

“Resolved to approve the hire of Stephanie Dalessio Circulation Assistant part time retroactively effective as of September 6, 2023 and the hire of Jenna Hansen as a Youth Services Programming Assistant part time effective September 26, 2023”

POLICY COMMITTEE

Ms. Bartley advised the Committee did not have any Policies to present this meeting but will be convening soon to revisit the Patron Code of Conduct in light of recent developments at other libraries.

TECHNOLOGY COMMITTEE

Mr. Luber advised most of the technology developments have been discussed during the Directors Report. The fiber link for computer connectivity still needs to be done and the Access Points have been moved. The Board recognized and expressed their thanks to Jim Sanderson at the Borough for his resourceful fiber optic solution to get connectivity to the trailer.

SCHOOLS AND TEENS

Mr. Paradiso reported Back to School nights will be coming up soon and the Library will be contacted to have a representative available those evenings. He also relayed students' enthusiasm over the Library's Summer Reading Program.

Mr. Paradiso is investigating the possibility of linking the Library's Newsletter to the PTO newsletters for each of the schools as a vehicle to share Library news with the school community.

FMPL (FRIENDS OF THE MADISON PUBLIC LIBRARY)

Ms. McCarthy reported on behalf of the FMPL. Last weekend's House and Garden Tour was a tremendous success. All ticket were sold out. Future funding efforts include a booth at Bottle Hill Day; the Annual Appeal-letters to be mailed in November; and the sale of note cards at the Library.

Minicourses return and will be held in Florham Park while the Library is under construction. The Board and Mrs. Favreau complimented the FMPL's creativity, dedication and resourcefulness.

MUF/Main Library Alliance (Main)

Mrs. Favreau reported the Berkeley Heights Library Director is retiring. MUF is trying to schedule a meeting. Today, Main approved the membership of the Mountainside Public Library.

OLD BUSINESS

Nothing to report.

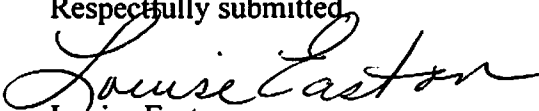
NEW BUSINESS

Nothing to report.

PUBLIC COMMENT

None

The meeting was adjourned 8:32 PM.

Respectfully submitted,

Louise Easton
Secretary